

OVERVIEW SECTION

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: “FY 2006 TRIBAL SOLID WASTE MANAGEMENT ASSISTANCE PROJECT”
(Previously called the Open Dump Cleanup Project)”

ACTION: Request for Applications (RFA) - Initial Announcement

RFA NO: EPA-OSWER-OSW-06-03

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO.: For EPA assistance under the Office of Solid Waste, 66.808 - Solid Waste Management Assistance; for EPA assistance under the American Indian Environmental Office, 66.926 - Indian Environmental General Assistance Program; for Bureau of Indian Affairs assistance under the Division of Environmental and Cultural Resources Management, 15.041 - Environmental Management Indian Programs; for Department of Agriculture assistance under the Rural Utility Services, 10.760 - Water and Waste Disposal Systems for Rural Communities; for Indian Health Service assistance, and Department of Defense assistance under the Native American Land Environmental Mitigation Program, CFDA is not applicable.

DATES: The closing date and time for receipt of Applications is April 3, 2006, 5:00 p.m. EST. Applications submitted in hard copy (paper) and by electronic mail (e-mail) must be received in the Program Office by the closing date and time to receive consideration. Applications submitted through grants.gov must be received by grants.gov no later than April 3, 2006, 5:00 p.m. EST to receive consideration.

SUMMARY: This notice announces the availability of funds and solicits applications from eligible entities for the Tribal Solid Waste Management Assistance Project (previously called the Open Dump Cleanup Project). The Project helps tribes close or clean up high-threat open dumps, develop alternative disposal options, and establish integrated solid waste management and enforcement programs. Eligible entities may apply for funding under one of four categories: (1) proposals to develop integrated solid waste management (ISWM) plans and tribal codes and regulations; (2) proposals to characterize/assess open dumps; (3) proposals to develop and implement alternative solid waste management activities/facilities (including equipment acquisition); and, (4) proposals to develop and implement cleanup, closure, and post-closure programs for open dump waste sites in Indian Country.

FUNDING/AWARDS: The total estimated funding for this competitive opportunity is \$2,000,000. The Tribal Solid Waste Interagency Workgroup (Workgroup) anticipates selection of up to 20 applications for further development with estimated award values ranging from \$10,000 to \$500,000. (*Refer to Section 2(B).*)

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Section 1 - Funding Opportunity Description.

A. Background.

The Tribal Solid Waste Interagency Workgroup (Workgroup) was created to assist in the coordination of federal assistance to tribes to help them comply with the municipal solid waste landfill criteria (40 CFR Part 258), establish integrated solid waste management programs, and eliminate open dumps. Since FY1999, the workgroup has funded over 100 projects valued at approximately \$15.4 million. FY2006 is the eighth year of the project.

The Workgroup members include representatives from the U.S. Environmental Protection Agency (EPA); the Bureau of Indian Affairs (BIA); the Indian Health Service (IHS); the Bureau of Land Management (BLM); the U.S. Department of Agriculture; and the U.S. Department of Defense.

Assistance awards under this announcement from participating federal agencies may take the form of grants, cooperative agreements, loans, technical assistance, or use of equipment. The final decision is subject to the awarding agency's grants administration or financial management office. Because agency requirements differ, additional forms and information may be required to complete the award process depending on the agency making the award.

B. Scope of Work.

The Workgroup seeks to fund projects that support the development and strengthening of tribal or cooperative multi-tribal solid waste management programs. Since tribes may be at different stages in developing and implementing sustainable solid waste management plans, applicants may seek funding in one or more of four proposal categories. The categories and requirements for proposals under each are:

1. **Characterize/Assess Open Dump Sites.** The Workgroup recognizes that many sites are not adequately characterized and assessed to determine if they are truly high-threat open dump sites. To address this deficiency, tribes may submit proposals to characterize and assess a waste site(s) in Indian Country to gauge the extent of its threat to human health and the environment. Under this category, a trained hazardous materials professional would examine the waste in the dump and determine if the dump presented a high threat to human health. The hazardous material professional may or may not need to do additional onsite and offsite monitoring. *(Note: The outcome of this project may show that a high threat dump as listed in the IHS report is in fact a lower threat.)*

Proposals for this category must provide:

- a. Background summary of the open dump site(s) and surrounding area, including why the site is a threat to human health and the environment. Background information shall include, but not be limited to:
 1. Known information on the size and content;
 2. History of the open dump;
 3. Who uses the dump;
 4. Number of people that use the dump;
 5. Information that the site is located on reservation/tribal land;
 6. Is the site included in the IHS High Threat List within the Report on Open Dump in Indian Country;
 7. Does the site have an SDS number in the IHS Sanitation Deficiency System;

8. The distance of human population(s) and development from the site;
 9. The distance from roads/highways or infrastructure (hospitals, schools, etc.) to the site; and
 10. The distance from important natural/environmental/cultural features to the site.
- b. Tribe's current solid waste management practices, including a description of the tribal officials or entities currently responsible for operation and maintenance of tribal sanitation facilities in the area covered by the proposal, including: (a) solid waste disposal; (b) drinking water systems; and (c) sewage treatment systems.
 - c. A description of the tribe's future plans for solid waste management.
 - d. General budget and milestone schedule for characterizing/assessing the open dump site(s), including but not limited to:
 1. Personnel costs, fringe benefits;
 2. Contractual costs;
 3. Travel and training;
 4. Equipment, supplies; and
 5. Other significant costs.
 - e. Types of measurements and mapping activities that will be used to gauge the actual or potential impacts on human health and the environment.
 - f. Details on how the tribe will contribute in-kind resources, if any, to the project. In-kind resources can include labor, disposal fees, heavy equipment, administrative overhead, etc., and other fully funded federal or state sources of assistance.
 - g. Progress reports on projects previously selected under the Open Dump Cleanup Project (if applicable)
2. **Develop Integrated Solid Waste Management (ISWM) Plans and Model Tribal Codes and Regulations.** Integrated solid waste management (ISWM) plans and tribal solid waste codes and regulations are an essential part in developing a tribe's capacity to sustain management of its solid waste. If a Tribe does not have an ISWM plan, it may submit a proposal to the Workgroup for the development of an ISWM plan. If the Tribe has developed an ISWM plan in the past, the proposal should describe what the updated plan will accomplish (i.e. accommodate additional housing or planned housing or development, etc.).

Proposals for this category must provide:

- a. Timetable of activities involved in developing the tribal ISWM plan and model tribal codes and regulations.
- b. Tribes current solid waste management practices, including a description of tribal officials or entities currently responsible for operation and maintenance of tribal sanitation facilities in the area covered by the proposal, including: (a) solid waste disposal; (b) drinking water systems; and (c) sewage treatment systems.
- c. General budget and milestone schedule for plan development, including but not limited to:
 1. Personnel costs, fringe benefits;

2. Contractual costs;
 3. Travel and training;
 4. Equipment, supplies; and
 5. Other significant costs.
- d. Description of the types of activities being considered under the ISWM plan and how they fit into your tribe's unique situation. Activities that a plan might contain include such things as:
1. Planned waste audits;
 2. Review existing or develop new model tribal solid waste codes;
 3. Regulations with fee structures;
 4. Solid waste enforcement programs;
 5. Management plans for currently generated wastes, including hazardous wastes;
 6. Details on waste pickup programs, including transportation of wastes to permitted landfills or approved transfer stations; and
 7. Information on tribal recycling, waste prevention, training, education, environmentally preferable purchasing, and outreach programs.
 8. If transfer stations are included in the plan, describe how and where the waste in the transfer station will be disposed.
- e. Details on how the proposal will contribute to overall sustainable tribal environmental program capacity-building (for example, does the proposal include substantial tribal involvement in developing the ISWM plan? Does the proposal include development of a mechanism to pay for operation of the recommended solid waste solution past the project period?).
- f. Details on how the tribe will contribute in-kind resources, if any, to the project. In-kind resources can include labor, disposal fees, heavy equipment, administrative overhead, etc., and other fully funded federal or state sources of assistance.
- g. Progress of projects previously awarded under the Open Dump Project (if applicable).
3. **Develop and Implement Alternative Solid Waste Management Activities/Facilities (Including Equipment Acquisition).** Integrated solid waste management (ISWM) plans and tribal solid waste codes and regulations are an essential part in developing a tribe's capacity to sustain management of its solid waste. If a Tribe has a tribally-approved ISWM plan, it may submit a proposal that will assist in implementing the plan and developing alternative solid waste management activities/facilities. This alternative or facility must be the final disposal site or final disposal solution for a Tribe's solid waste.

Proposals for this category must:

- a. Include a copy of the tribe's current solid waste management plan (mandatory).
- b. Include a description of the tribal officials or entities currently responsible for operation and maintenance of tribal sanitation facilities in the area covered by the proposal, including: (a) solid waste disposal; (b) drinking water systems; and (c) sewage treatment systems.
- c. Detail and demonstrate how the ISWM plan is being implemented by the tribe.
- d. Detail how the proposal will fund and lead to the development and use of an ultimate disposal option, which may include:

1. Assistance in developing waste management activities and capabilities (e.g., waste pickup program development, including transportation of waste to compliant municipal solid waste landfill, purchase of equipment, etc.); or
2. Assistance in developing on-site waste management facilities (i.e., transfer station, convenience center, compliant municipal solid waste landfill).

NOTE: Recycling and waste prevention program development is not a disposal option, but may be included as part of a project that leads to an ultimate disposal option. For example, as part of a transfer station project, a recycling collection program could be developed at the transfer station site and waste pickup programs structured to transport tribal recyclables to the transfer station for collection and recycling.

- e. General budget and milestone schedule for plan development, including but not limited to:
 1. Personnel costs, fringe benefits;
 2. Contractual costs;
 3. Travel and training;
 4. Equipment, supplies; and
 5. Other significant costs.
 - f. Details on how the tribe will contribute in-kind resources, if any, to the project. In-kind resources may include labor, disposal fees, heavy equipment, administrative overhead, etc., and other fully-funded federal or state sources of assistance.
 - g. Progress of projects previously selected under the Open Dump Cleanup Project (if applicable).
- 4. Develop and Implement Cleanup, Closure, and Post-Closure Programs for Open Dump Waste Sites in Indian Country.**

Proposals for this category must:

- a. Include a copy of the Tribe's current solid waste management plan (mandatory).
- b. Include a description of the tribal officials or entities currently responsible for operation and maintenance of tribal sanitation facilities in the area covered by the proposal, including: (a) solid waste disposal; (b) drinking water systems; and (c) sewage treatment systems.
- c. Detail that the ISWM is formally adopted by the Tribe and demonstrate that the ISWM plan is being implemented by the tribe (mandatory).
- d. Describe the sustainable alternative or alternatives currently in place for the solid waste generated (e.g., waste pickup program, transfer station, etc... to ensure that after cleanup of the site a new open dump will not be created elsewhere to replace the one cleaned up (mandatory).
- e. Background summary of the open dump site(s) including:
 1. Confirmation that the site is Indian Land and is included on the IHS Open Dump List within the Report on Open Dumps in Indian Country and/or included in the IHS Sanitation Deficiency System (include SDS number and description from the SDS list) (mandatory); and
 2. Details on the site(s) threat to human health and the environment and how it is having adverse impacts on tribal lands and resources.

- f. Cleanup Requirements:
 1. Description of how the project will identify, quantify, and monitor and test the site and its cleanup; and
 2. Description of the project's cleanup activities.
- g. Closure Requirements:
 1. Plans and procedures to ensure that the site will be closed and remain closed so a new open dump will not be created on the site.
- h. Closure and Post-Closure Financial Information:
 1. Table that estimates closure and post-closure maintenance costs of the site and alternative waste disposal costs (e.g., compliant municipal solid waste landfill) using the following categories: planning, equipment, construction, oversight, post-closure, and operation and maintenance.
- i. General budget and milestone schedule for plan development, including but not limited to:
 1. Personnel costs, fringe benefits;
 2. Contractual costs;
 3. Travel and training;
 4. Equipment, supplies; and
 5. Other significant costs.
- j. Details on how the tribe will contribute in-kind resources, if any, to the project. In-kind resources can include labor, disposal fees, heavy equipment, administrative overhead, etc., and other fully funded federal or state sources of assistance.
- k. Progress of projects previously selected under the Open Dump Cleanup Project (if applicable).

C. EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs.

1. **Linkage to EPA Strategic Plan.** Awards under this announcement will support progress towards EPA Strategic Plan Goal 3 (Land Preservation and Restoration), Objective 3.1 (Preserve Land), Sub-Objective 3.1.1 (Reduce Waste Generation and Increase Recycling) and Objective 3.2 (Restore Land), Sub-Objective 3.2.2 (Clean Up and Reuse Contaminated Lands) by helping tribes to comply with the municipal solid waste landfill criteria, establish integrated solid waste management programs, and clean up open dumps in Indian Country.
2. **Outcomes.** Through this project EPA anticipates increases in the amount of: municipal solid waste characterized and assessed for risk at open dump sites; municipal solid waste properly managed as a result of the newly-developed solid waste management system; and, municipal solid waste reduced/removed from open dump sites in Indian Country.
3. **Outputs.** The anticipated outputs for this project include: (1) development, production and distribution of educational and outreach materials; (2) development and/or approval of solid waste management plans, codes, and ordinances; (3) outreach events conducted in support of the solid waste management plan; (4) construction or acquisition of materials in support of the development of the alternative solid waste management system such as transfer stations, drop-off bins, trucks, recycling bins, garbage cans; (5) increases in the number of additional houses served by the new solid waste management system; (6) development of open dump cleanup plans.

(View EPA's Strategic Plan on the internet at: <http://www.epa.gov/ocfopage/plan/2003sp.pdf>.)

D. Supplementary Information.

For EPA, the statutory authority for this action is the Solid Waste Disposal Act, Section 8001, as amended; Indian Environmental General Assistance Program Act of 1992, as amended (42 U.S.C. §4368b).

Section 2 - Award Information.

A. What is the amount of available funding?

The total estimated funding for this competitive opportunity is \$2,000,000. The Workgroup anticipates selection of up to 20 applications for further development with estimated award values ranging from \$10,000 to \$500,000.

The Workgroup reserves the right to make additional awards under this competition, consistent with each individual agency's policy, if additional funding becomes available after the original award selections. However, any additional selections for awards will be made no later than four months after the original selection decisions.

B. How many agreements will the Workgroup award in this competition?

The Workgroup anticipates selection of up to 20 applications for further development with estimated award values ranging from \$10,000 to \$500,000 resulting from this competitive opportunity.

Assistance awards under this announcement may be made by any of the participating federal agencies listed in Section 1(A) of this announcement. Assistance awards under this announcement from participating federal agencies may take the form of grants, cooperative agreements, loans, technical assistance, or use of equipment. The final decision is subject to the awarding agency's grants administration or financial management office. Because agency requirements differ, additional forms and information may be required to complete the award process depending on which agency is making an award.

For EPA awards, cooperative agreements permit substantial involvement between the EPA Project Officer and the selected applicants in the performance of the work supported. Although EPA will negotiate precise terms and conditions relating to substantial involvement as part of the award process for projects they have selected for development, the anticipated substantial Federal involvement for these projects will be:

1. close monitoring of the successful applicant's performance to verify the results proposed by the applicant;
2. collaboration during performance of the scope of work;
3. in accordance with 40 CFR 31.36(g) review proposed procurements;
4. approving qualifications of key personnel (EPA will not select employees or contractors employed by the award recipient);
5. review and comment on reports prepared under the cooperative agreement (the final decision on the content of reports rests with the recipient); and
6. review and concur on project outputs.

C. Will proposals be partially funded?

The Workgroup reserves the right to partially fund proposals/applications by funding discrete activities, portions, or phases of proposed projects. If the Workgroup decides to partially fund a proposal/application, it will do so in a manner that does not prejudice any applicants or affect the basis upon which the proposal/application, or portion thereof, was evaluated and selected for award.

D. What is the project period for awards resulting from this solicitation?

The estimated project period for awards resulting from this solicitation is October 1, 2006, through September 30, 2007. All projects must be completed within the negotiated project performance period.

E. Can funding be used to acquire services or fund partnerships?

Funding may be used to acquire services or fund partnerships, provided the recipient follows procurement and subaward or subgrant procedures contained in 40 [CFR](#) Parts 30 or 31, as applicable. Successful applicants must compete contracts for services and products and conduct cost and price analyses to the extent required by these regulations. The regulations also contain limitations on consultant compensation. Applicants are not required to identify contractors or consultants in their proposal. Moreover, the fact that a successful applicant has named a specific contractor or consultant in the proposals EPA approves, does not relieve it of its obligations to comply with competitive procurement requirements.

Subgrants or subawards may be used to fund partnerships with nonprofit organizations and governmental entities. **Recipients may only award subgrants to eligible entities as described in Section 3(A) below.** Successful applicants cannot use subgrants or subawards to avoid requirements in EPA grant regulations for competitive procurement by using these instruments to acquire commercial services or products to carry out its cooperative agreement. For-profit organizations are not eligible subgrant recipients under this announcement. The nature of the transaction between the recipient and the subgrantee must be consistent with the standards for distinguishing between vendor transactions and subrecipient assistance under Subpart B Section 210 of [OMB Circular A-133](#), and the definitions of “subaward” at 40 CFR 30.2(ff) or “subgrant” at 40 CFR 31.3, as applicable. EPA will not be a party to these transactions.

The recipient must make clear in any solicitation for funding that the recipient’s organization, and not the Workgroup, is seeking funding. The recipient may not imply that the Workgroup endorses any fund-raising activities in connection with its project.

Section 3 - Eligibility Information.

A. Eligible Entities.

Applications will only be accepted from federally recognized tribes and intertribal consortia. An intertribal consortium must meet the definition of eligibility in the Environmental Program Grants for Tribes Final Rule, at 40 [CFR](#) 35.504 (66 FR 3782, January 16, 2001) (<http://www.epa.gov/indian/pdfs/g219.pdf>), and be a non-profit organization within the meaning of [OMB Circular A-122](#). Profit-making organizations are not eligible.

Non-profit organizations described in Section 501(c)(4) of the Internal Revenue Code that engage in lobbying activities as defined in Section 3 of the Lobbying Disclosure Act of 1995 are not eligible to apply.

B. Cost-Sharing or Matching

Although cost-sharing or matching is not required, as a condition of eligibility, or otherwise, for applications selected for award, applicants proposing a voluntary financial or in-kind commitment of resources may improve their scoring under the “Resources” evaluation criterion of this solicitation. (*Refer to Section 5(A), Evaluation Criteria.*)

Voluntary contributions of funds and/or in kind contributions of resources, if accepted by the Workgroup, will be treated as cost shares under 40 CFR 30.24. Applicants must propose eligible and allowable in kind contributions of resources to qualify for an improved score under this criterion.

C. Threshold Criteria.

EPA must assure that applications meet the following “threshold criteria,” applied on a pass/fail basis. Applications which fail any one of the threshold criteria will not be considered further. Applications which meet all of the threshold criteria, will then be evaluated based on the factors disclosed in *Section 5(A), Evaluation Criteria*. The threshold criteria are:

1. Proposed projects must address one or more of the proposal categories listed in *Section 1(B), Scope of Work* of this announcement.
2. Except as otherwise noted, project proposals must substantially conform to the outline and content detailed in *Section 4(B), Content and Form of Application* of this announcement.

Section 4 - Application and Submission Information.

A. How to Obtain an Application Package.

Applicants may download individual grant application forms, or electronically request a paper application package and an accompanying computer CD of information related to applicants/grant recipients roles and responsibilities from EPA’s Grants and Debarment website by visiting:
http://www.epa.gov/ogd/grants/how_to_apply.htm.

Copies of this solicitation will be sent to all federally-recognized tribes in the United States. To download a copy of the solicitation from the Internet, go to:
<http://www.epa.gov/epaoswer/non-hw/tribal/finance.htm>.

B. Content and Form of Application Submission.

Eligible entities may choose to submit applications either in hard copy (paper) format, by electronic mail (e-mail), or through [Grants.gov](http://www.grants.gov), the central Federal electronic portal for applying for grant opportunities. Application instructions for all methods are detailed below.

Method 1: Hard copy (paper) submission. Because EPA is the lead agency for the Workgroup, applicants submitting hard copy applications or using electronic mail must transmit them directly to the EPA Headquarters program contact listed in Section 7. The addresses and phone numbers of all Workgroup contacts are listed in *Section 7, Agency Contacts* of this announcement.

Applications must contain a narrative work plan, as described below, and one completed and signed federal grant application package. In addition to what is described below, the narrative proposal, a maximum of 20 pages in length, must explicitly describe the applicant’s proposed project and specifically address how it meets each of the evaluation criteria disclosed in *Section 5(A), Evaluation Criteria*.

1. A complete application must contain the following:
 - a. Standard Form 424 (SF-424), Application for Federal Assistance, with original signature; and
 - b. Narrative proposal, in the format detailed below.

2. The narrative proposal must be typed, single-line spaced, on 8 ½ " x 11 " paper. The narrative proposal must substantially conform to the following outline and content:
 - a. Cover Letter. The cover letter or tribal resolution must be signed by the tribal chairman or executive director, written on your organization's official letterhead and include a brief description of your project, and showing that the tribe has authorized the submission of the application. The cover letter or tribal resolution must also include:
 1. Project Title.
 2. Applicant Information. Include applicant (organization) name, address, contact person, phone number, fax and e-mail address.
 3. Funding Requested. Specify the amount you are requesting from the Workgroup.
 4. Project period. Provide beginning and ending dates (for planning purposes, applicants should assume a project start date of October 1, 2006).
 5. Cooperative Partners. Provide names and phone numbers of individuals and organizations that have agreed to participate in the implementation of the project.
 - b. Detailed Project Description. (15 pages maximum): The project description must provide a concise overview of how the applicant will implement and conduct its operation and include a Project Work Plan (including a description of all tasks, dates of completion, products and deliverables, and proposed budget). **The description must address the proposal requirements, as detailed in Section 1(B) of this announcement, for each selected category and, discuss how the proposal addresses each of the selection criteria in Section 5 of this announcement and include:**
 1. A detailed project summary, describing specific actions and methods to be undertaken and the responsible parties, including estimated time line for each task;
 2. A detailed explanation of how project success will be evaluated; (*Refer to Section 5(A), Evaluation Criteria, "Performance Measurement."*)
 3. A discussion of the applicant's:
 - a. past performance in successfully completing federally and/or non-federally funded projects similar in size, scope, and relevance to the proposed project;
 - b. history of meeting reporting requirements on prior or current assistance agreements with federal and/or non-federal organizations and submitting acceptable final technical reports;
 - c. organizational experience and plan for timely and successfully achieving the objectives of the project;
 - d. staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the project.
 - c. Detailed Itemized Budget (3 pages maximum). The proposal must include a detailed budget narrative which clearly explains how funds will be used for each of the following categories and how it relates to the objective of providing environmental training:
 1. Personnel
 2. Fringe Benefits
 3. Contractual Costs
 4. Travel
 5. Equipment
 6. Supplies
 7. Non-Workgroup Project Funding. Identify funding from other sources including any in-kind resources.

8. Administrative Costs
 9. Total Indirect Costs (must include documentation of accepted indirect rate)
 10. Total Cost (including Workgroup and Non-Workgroup Funds) Costs proposed in the budget must be linked directly to the proposal.
- d. Key Personnel. The applicant must submit a summary of the qualifications of key staff who will be significantly involved in the project. The summaries may be in the form of resumes.
 - e. A milestones schedule indicating start times and completion dates of significant tasks under your proposal.
 - f. Auditing records. Provide documentation of any adverse audit findings related to your organization.
 - g. Letters of support from any partners involved with the proposal.

Proposals must be concise, well organized, and provide the information detailed in *Section 4(B), Content and Form of Application and Submission*, **including responses to all Section 5(A), Evaluation Criteria identified in this announcement**. Factual information about your proposed project must be provided. Do not include discussions of broad principles that are not specific to the proposed work or project covered by your proposal. Responses to criteria must include the criteria number and title but need not restate the entire text of the criteria. Sufficient detail must be provided to allow for an evaluation of the merits of the proposal. Vague descriptions, redundancy, and failure to address the selection criteria will result in a lower ranking.

Applicants are strongly advised to avoid submission of extemporaneous materials. Pages exceeding the maximum page limitation may not be considered. The maximum page length does not include the Cover Letter, Abstract Sheet, budget, or any pieces that may be submitted by a third party (e.g., references or letters confirming commitments). All application materials must be completed in English.

For purposes of evaluating applicants under the programmatic capability and/or past performance criterion in Section 5, the Workgroup will consider information provided by the applicant and may consider relevant information from other sources including files from the Workgroup member agencies and prior grantors (e.g., to verify and/or supplement the information provided by the applicant).

Method 2: Electronic copy submission. There are two options for applying electronically:

1. Electronic mail (e-mail). Applicants who elect to submit their applications using electronic mail must:
 - a. Prepare your application package according to the instructions in *Section 4(B), "Method 1: Hard copy (paper) submission."* A copy of the cover letter signed by the tribal chairman or executive director may be sent electronically and must be received by the closing date and time for receipt of applications. The original signature hard copy document must also be mailed to the EPA HQ contact. Receipt of the original signature document by the closing date and time for receipt of proposals is not required, if an applicant has previously submitted an electronic copy of the document prior to the closing date and time.
 - b. Send the proposal directly to the e-mail address of the EPA HQ contact. The e-mail address of the EPA HQ contact is listed in *Section 7, Agency Contacts* of this announcement.

2. Grants.gov. Applicants also have the option of submitting their application electronically through [Grants.gov](http://www.grants.gov), the central Federal electronic portal for applying for grant opportunities. **To prepare your application and submit it through Grants.gov, please follow the instructions in “Attachment 1, Instructions for Applying through Grants.gov.”** The application must be prepared according to the instructions in *Section 4(B), “Method 1: Hard copy (paper) submission.”*

If you elect to apply through [Grants.gov](http://www.grants.gov), the electronic submission of your application must be made by an official representative of your institution who is registered with [Grants.gov](http://www.grants.gov), and is authorized to sign applications for Federal assistance. For more information, go to <http://www.grants.gov> and click on “Get Started,” and then on “For AORs” (Authorized Organization Representative) on the left side of the page. *The registration process may take a week or longer to complete.* If your organization is not currently registered with [Grants.gov](http://www.grants.gov), please encourage your office to designate an AOR and ask that individual to begin the registration process as soon as possible.

To begin the application process for this grant program, go to <http://www.grants.gov> and click on the “Apply for Grants” tab at the top of the page. Then click on “Apply Step 1: Download a Grant Application Package and Application Instructions” to download the PureEdge viewer and obtain the application package (https://apply.grants.gov/forms_apps_idx.html). To download the PureEdge viewer, click on the “PureEdge Viewer” link. Once you have downloaded the viewer, you may retrieve the application package by entering the Funding Opportunity Number (EPA-OSWER-OSW-06-03), or the CFDA number (66.808) for this announcement, in the appropriate field. Then complete and submit the application package as indicated. You may also be able to access the application package by clicking on the button “How To Apply” at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page go to <http://www.grants.gov> and click on the “Find Grant Opportunities” button on the top of the page and then to go EPA opportunities).

Application materials submitted through [grants.gov](http://www.grants.gov) will be time/date stamped electronically.

Please be sure to view the additional instructions for applying electronically under this announcement through use of [grants.gov](http://www.grants.gov) that are available for download on [Grants.gov](http://www.grants.gov).

If you have any technical difficulties while applying electronically, please refer to <http://www.grants.gov>/CustomerSupport. (*Refer to Attachment 1, Instructions for Applying through Grants.gov.*)

C. Submission Dates and Times.

1. The closing date and time for submission of applications is April 3, 2006, 5:00 p.m. EST. Hard copy (paper) submissions and applications submitted by electronic mail (e-mail) must be received by the EPA Headquarters program contact by the closing date and time to receive consideration. Applications received, by either method, after the closing date and time will not be considered for funding.

A copy of the cover letter signed by the tribal chairman or executive director may be sent electronically and must be received by the closing date and time for receipt of proposals. The original signature hard copy document must also be mailed to the EPA HQ contact. Receipt of the original signature document by the closing date and time for receipt of proposals is not required, if an applicant has previously submitted an electronic copy of the document prior to the closing date and time.

2. For applications submitted through Grants.gov, the complete application (SF-24 and Narrative Project Proposal) must be received by grants.gov no later than 5:00 p.m. EST, April 3, 2006.
3. **Confidential Business Information.** In accordance with 40 CFR 2.203, applicants may claim all or a portion of their application/proposal as confidential business information. The Workgroup will evaluate confidentiality claims in accordance with 40 CFR Part 2. Applicants must clearly mark applications/proposals or portions of applications/proposals they claim as confidential. If no claim of confidentiality is made, the Workgroup is not required to make the inquiry to the applicant otherwise required by 40 CFR 2.204(c)(2) prior to disclosure.
4. Because of the unique situation involving U.S. mail screening, the Workgroup highly recommends that applicants submitting hard copy proposals use an express mail option to transmit their submission to the physical address of the EPA HQ contact. The application/proposal must be addressed to EPA Headquarters program contact and address listed in *Section 7, Agency Contacts*.

Section 5 - Application Review Information.

A. Evaluation Criteria.

Each eligible proposal, based on *the Section 3, Eligibility Information and Threshold Criteria*, will be evaluated according to the criteria set forth below. Each proposal will be rated under a points system, with a total of 100 points possible.

Criterion	Maximum Points per Criterion
<p>Project Description. Extent to which the application package effectively addresses one of the four proposal categories detailed in Section 1, Section C Scope of Work, of the announcement, and presents a clear and concise description of the proposed project. The package will be evaluated based on the extent it:</p> <ul style="list-style-type: none"> • effectively describes a well-conceived strategy to achieve realistic goals and objectives that deal with the environmental problems or issues that pertain to the category to which the proposal relates. • presents goals, tasks, plans and project milestones (schedule) that are clear, concise, and realistic. 	40

<p>Performance Measurement</p> <ul style="list-style-type: none"> • Will the project lead to measurable environmental improvements (e.g., amount of pollution prevented, waste reduced, reused, recycled or resources conserved)? • To what extent does the project proposal contain clear measures of success? Measure of success should be either measures of environmental improvement, or should be directly linked to such measures. The Workgroup will look for quantitative and qualitative measurability, in accordance with outputs identified <i>Section 1(D), EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs</i>. • What reports or other deliverables will you plan on providing as documentation of your project’s success and progress? How do you plan on measuring and tracking the success of the project in order to achieve the expected/outputs listed in <i>Section 1(D), EPA Strategic Plan Linkage and Anticipated Outcomes/Outputs</i>? • Will measurable results be available within the negotiated performance period? • Does the project proposal include an effective communication plan for reporting results? 	25
<p>Programmatic Capability. This criterion refers to the technical capability of an applicant or recipient to successfully carry out the proposed project taking into account such factors as the applicant’s:</p> <ul style="list-style-type: none"> • History of past performance in managing and successfully completing federally and/or non-federally funded projects similar in size, scope, and relevance to the proposed program. • History of meeting reporting requirements on prior or current assistance agreements with federal and/or non-federal organizations and submitting acceptable final technical reports. • Organizational experience and plan for timely and successfully achieving the objectives of the project. • Staff expertise/qualifications, staff knowledge, and resources or the ability to obtain them, to successfully achieve the goals of the project. <p>In evaluating applicants for programmatic capability purposes, the Workgroup will consider information provided by the applicant in their application as well as relevant information from other sources including Workgroup agency files and prior/current grantors (e.g., to verify and/or supplement the information provided by the applicant). Applicants with no relevant or available past performance and/or reporting history (the first two items above) will receive a neutral score for those elements of this criteria..</p>	20

<p>Resources.</p> <ul style="list-style-type: none"> • Is the budget clearly stated, detailed, and appropriate to achieve the project’s objectives? • Does the applicant propose other sources of funding for the project (including use of in-kind goods and services)? • Have resources been committed by other project stakeholders? • The extent to which the proposal demonstrates (i) how the applicant will coordinate the use of Workgroup funding with other Federal and/or non Federal sources of funds to leverage additional resources to carry out the proposed project(s) and/or (ii) that Workgroup funding will compliment activities relevant to the proposed project(s) carried out by the applicant with other sources of funds or resources. Applicants may use their own funds or other resources for a voluntary match or cost share if the standards at 40 CFR 30.23 or 40 CFR 31.24, as applicable, are met. Only eligible and allowable costs may be used for matches or cost shares. Other Federal grants may not be used as matches or cost shares without specific statutory authority (e.g., HUD’s Community Development Block Grants). 	15
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B. Other Factors.

The Workgroup Selection Committee, as described below, may consider the following other factors, in addition to the evaluation results based on the criteria above, in making final funding recommendations: geographic equity, demonstration of a variety of technical approaches, and fair distribution of funds between Workgroup HQ and regional locations.

C. Review and Selection Process.

Each application will be evaluated by a team of Workgroup agency personnel chosen to address the range of activities associated with tribal solid waste management. Applications will first be reviewed to determine compliance with the Section 3 eligibility and Threshold Criteria. Each application which successfully meets the eligibility and threshold criteria will then be evaluated against the criteria stated above. The Evaluation Panel will base its evaluation solely on the evaluation and selection criteria disclosed in this notice (*see Section 5(A), Evaluation Criteria*) and will assign an evaluated point score to each application.

Completed evaluations will then be considered by the Workgroup Selection Committee as a whole, with the highest evaluated applications (subject to the quality of proposals, availability of funds, and consideration of *Section 5(B), Other Factors*) recommended for award.

Section 6 - Award Administration Information

A. Award Notices.

Following evaluation of proposals, all applicants will be notified regarding their application’s status.

1. The Workgroup anticipates notification to *successful* applicant(s) regarding the status of applications will be made, via telephone, electronic or postal mail by July 1, 2006. This notification, which advises that the applicant’s proposal has been recommended for award, is not an authorization to begin performance. For applications selected for development by EPA, the award notice signed by the EPA grants officer is the authorizing document and will be provided through postal mail. At a minimum, this process can take up to 90 days from the date of recommendation.

Other Workgroup agencies have their own proposal development process for those Proposals selected for development by the other Workgroup agencies.

2. The Workgroup anticipates notification to *unsuccessful* applicant(s) will be made via electronic or postal mail by July 1, 2006. In either event, the notification will be sent to the original signer of the application.

B. Administrative and National Policy Requirements.

1. A listing and description of general EPA Regulations applicable to the award of assistance agreements may be viewed at:
http://www.epa.gov/ogd/AppKit/applicable_epa_regulations_and_description.htm.
2. Executive Order 12372, Intergovernmental Review of Federal Programs, may be applicable to awards resulting from this announcement. Applicants *selected* for funding may be required to provide a copy of their application to their [State Point of Contact](#) (SPOC) for review, pursuant to Executive Order 12372, Intergovernmental Review of Federal Programs. This review is not required with the initial application and not all states require such a review.
3. All applicants are required to provide a Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number when applying for a Federal grant or cooperative agreement. Applicants can receive a DUNS number, at no cost, by calling the dedicated toll-free DUNS Number request line at 1-866-705-5711, or visiting the D&B website at: <http://www.dnb.com>.

C. Reporting Requirement.

For EPA-developed proposals, the recipient agrees to submit quarterly progress reports to the EPA Project Officer within thirty days after each reporting period. These reports shall cover work status, work progress, difficulties encountered, preliminary data results and a statement of activity anticipated during the subsequent reporting period. A discussion of expenditures along with a comparison of the percentage of the project completed to the project schedule and an explanation of significant discrepancies shall be included in the report. The report shall also include any changes of key personnel concerned with the project.

Additionally, the recipient agrees to submit to the EPA Project Officer a final report at the close of the grant. The final report will address goals and objectives, performance measurements, lessons learned, any other resources leveraged during the project and how they were used, and any plans to continue the project after the expiration of the grant/cooperative agreement and associated sources of funding.

Reporting requirements may vary for applications selected by the other Workgroup agencies.

D. Disputes.

Assistance agreement competition-related disputes will be resolved in accordance with the [dispute resolution procedures](#) published in 70 FR (Federal Register) 3629, 3630 (January 26, 2005) located on the web at: <http://a257.g.akamaitech.net/7/257/2422/01jan20051800/edocket.access.gpo.gov/2005/05-1371.htm>. Copies of these procedures may also be requested by contacting the cognizant Agency contact identified in Section 7 of this announcement.

Section 7 - Agency Contact

FOR FURTHER INFORMATION (TRIBAL SOLID WASTE INTERAGENCY WORKGROUP CONTACTS):

Applicants submitting hard copy applications or using electronic mail must transmit them directly to the EPA Headquarters program contact.

1. **EPA HQ (USPS mailing)**

Christopher Dege, U.S. EPA, Office of Solid Waste (MC 5306W), 1200 Pennsylvania Avenue, N.W., Washington, DC 20460; Phone: (703)308-2392; Fax: (703)308-8686) or (703)308-1561; or email: Dege.chris@epa.gov

For courier delivery:

Christopher Dege, U.S. **Environmental Protection Agency**, 2800 Crystal Drive, 8th floor, Arlington, VA 22202.

2. Debbie McBride, **Bureau of Indian Affairs**, Office of Trust Responsibilities, 1849 C St., NW (MS 4513 MIB), Washington, DC 20240, (202)208-3606.
3. Steve Aoyama, **Department of Health and Human Services**, Indian Health Service, Division of Sanitation Facilities Construction, 801 Thompson Ave, Ste. 120, Rockville, MD 20852-1627, (301) 443-1046.
4. Jayme Morris, **Department of Agriculture**, Rural Utilities Service, 14th Street and Independence Ave., Room 2235-S, Washington, DC 20250, (202)720-9634.
5. Paul Lumley, **Department of Defense**, Native American Lands Environmental Mitigation Program, 1225 Jefferson Davis Highway, Crystal Gateway 2, Ste. 1500, Arlington, VA 22202, (703)604- 1926.

“Instructions for Applying through [Grants.gov](http://www.grants.gov)”

The electronic submission of your proposal must be made by an official representative of your institution who is registered with Grants.gov and is authorized to sign applications for Federal assistance.. For more information, go to <http://www.grants.gov> and click on “Get Started,” and then click on “For AORs”(Authorized Organization Representative) on the left side of the page. *Note that the registration process may take a week or longer to complete.* If your organization is not currently registered with [Grants.gov](http://www.grants.gov), please encourage your office to designate an AOR and ask that individual to begin the registration process as soon as possible.

To begin the application process for this grant program, go to <http://www.grants.gov> and click on the “Apply for Grants” tab at the top of the page. Then click on “Apply Step 1: Download a Grant Application Package and Application Instructions” to download the PureEdge viewer and obtain the application package (https://apply.grants.gov/forms_apps_idx.html). To download the PureEdge viewer, click on the “PureEdge Viewer” link. Once you have downloaded the viewer, you may retrieve the application package by entering the Funding Opportunity Number (EPA-OSWER-OSW-06-03), or the CFDA number (66.808) for this announcement, in the appropriate field. You may also be able to access the application package by clicking on the button “How To Apply” at the top right of the synopsis page for this announcement on <http://www.grants.gov> (to find the synopsis page go to <http://www.grants.gov> and click on the “Find Grant Opportunities” button on the top of the page and then to go EPA opportunities).

Application Submission Deadline

The complete application package, as described in Section 4 of the full announcement, must be received by [grants.gov](http://www.grants.gov) from your organization’s AOR no later than 5:00 p.m. EST, on April 3, 2006.

Please submit *all* application materials described below. To view the full funding announcement, go to <http://www.epa.gov/oswer/grants-funding.htm> or go to <http://www.grants.gov> and click on “Find Grant Opportunities” at the top of the page and then click on “Browse by Agency” and select Environmental Protection Agency.

Application Materials

The following forms and documents are required to be submitted under this announcement:

Document I. **Application for Federal Assistance (SF-424).** Complete the form. There are no attachments. Please be sure to include organization fax number and email address in Block 5 of the Standard Form SF 424. Please note that the organizational Dun and Bradstreet (D&B) Data Universal Number System (DUNS) number must be included on the SF-424. Organizations may obtain a DUNS number at no cost by calling the toll-free DUNS number request line at 1-866-705-5711.

Document II. **Narrative Proposal.** Prepare your proposal content and format according to the instructions in *Section 4(B), “Method 1: Hard copy (paper) submission”* of this announcement (EPA-OSWER-OSW-06-03). A copy of the cover letter signed by the tribal chairman or executive director may be sent electronically and must be received by the closing date and time for receipt of proposals. The original signature hard copy document must also be mailed to the EPA HQ contact. Receipt of the original signature

document by the closing date and time for receipt of proposals is not required, if an applicant has previously submitted an electronic copy of the document prior to the closing date and time.

Documents I and II listed above under “Application Materials” should appear in the “Mandatory Documents” box on the Grants.gov “Grant Application Package” page.

For Documents I, click on the appropriate form and then click “Open Form” below the box. The fields that must be completed will be highlighted in yellow. Optional fields and completed fields will be displayed in white. If you enter an invalid response or incomplete information in a field, you will receive an error message. When you have finished filling out each form, click “Save.” When you return to the electronic “Grant Application Package” page, click on the form you just completed, and then click on the box that says, “Move Form to Submission List.” This action will move the document over to the box that says, “Mandatory Completed Documents for Submission.”

For Document II, you will need to attach electronic files. Prepare your narrative proposal as described in *Section 4(B), “Method 1: Hard copy (paper) submission”* of this announcement (EPA-OSWER-OSW-06-03). Save the document to your computer as an MS Word, PDF or WordPerfect file. When you are ready to attach your narrative proposal to the application package, click on “Project Narrative Attachment Form,” and open the form. Click “Add Mandatory Project Narrative File,” and attach your narrative proposal (previously saved to your computer) using the browse window that appears. You may then click “View Mandatory Project Narrative File” to view it. Enter a brief descriptive title of your project in the space beside “Mandatory Project Narrative File Filename;” the filename should be no more than 40 characters long. If there are other attachments that you would like to submit to accompany your proposal, you may click “Add Optional Project Narrative File” and proceed as before. When you have finished attaching the necessary documents, click “Close Form.” When you return to the “Grant Application Package” page, select the “Project Narrative Attachment Form” and click “Move Form to Submission List.” The form should now appear in the box that says, “Mandatory Completed Documents for Submission.”

Once you have finished filling out all of the forms/attachments and they appear in one of the “Completed Documents for Submission” boxes, click the “Save” button that appears at the top of the Web page. It is suggested that you save the document a second time, using a different name, since this will make it easier to submit an amended package later if necessary. Please use the following format when saving your file: “Applicant Name - FY06 - Assoc Prog Supp - 1st Submission” or “Applicant Name - FY 06 Assoc Prog Supp - Back-up Submission.” If it becomes necessary to submit an amended package at a later date, then the name of the 2nd submission should be changed to “Applicant Name - FY06 Assoc Prog Supp - 2nd Submission.”

Once your application package has been completed and saved, send it to your AOR for submission to U.S. EPA through Grants.gov. Please advise your AOR to close all other software programs before attempting to submit the application package through Grants.gov.

In the “Application Filing Name” box, your AOR should enter your organization’s name (abbreviate where possible), the fiscal year (e.g., FY06), and the grant category (e.g., Assoc Prog Supp). The filing name should not exceed 40 characters. From the “Grant Application Package” page, your AOR may submit the application package by clicking the “Submit” button that appears at the top of the page. The AOR will then be asked to verify the agency and funding opportunity number for which the application package is being submitted. If problems are encountered during the submission process, the AOR should reboot his/her computer before trying to submit the application package again. [It may be necessary to turn off the computer (not just restart it) before attempting to submit the package again.] If the AOR

continues to experience submission problems, he/she may contact [Grants.gov](https://www.grants.gov) for assistance by phone at 1-800-518-4726, or email at support@grants.gov, or contact Christopher Dege (dege.chris@epa.gov).

Application/proposal materials submitted through [grants.gov](https://www.grants.gov) will be time/date stamped electronically.

If you have not received a confirmation of receipt from EPA (not from support@grant.gov) within 30 days of the application deadline, please contact Christopher Dege, at dege.chris@epa.gov. Failure to do so may result in your application not being reviewed.